Gregory A. Beitel
Sheriff

Clint D. Myers
Chief Deputy

"Dedicated to Service, Committed to Protection"

August 12, 2009

Ogle County Sheriff's/Coroner/Building & Grounds/IT Combined Committee:
The regular combined meeting of the above referenced Committees was held Wednesday, August 12, 2009 at 8:00 a.m. at the Ogle County Sheriff's Office, 103 Jefferson St., Oregon, IL. Those members attending were: Chairman Fred Horner, Don Huntley, Lyle Hopkins, Pat Saunders, Bob DeArvil, Bobbie Colbert, Dan Janes, Sheriff Beitel, and Coroner Finch. Also attending was County Board Chairman Ed Rice, County Administrator Meggon McKinley, Don Conn and Greg Martin. Larry Callant arrived at 8:50 a.m.

1. Call to Order:
Chairman Horner called the meeting to order at 8:03 a.m.

2. Approval of Minutes:
At this time, Chairman Horner asked for a motion to approve the minutes from the July 15, 2009 meeting. Huntley so moved, Janes seconded, motion carried.

3. Presentation and Consideration of Payment:
Saunders made the motion to approve the Sheriff's bills - $15,552.44, Colbert seconded; Huntley made the motion to approve the Telecommunications bills - $930.37, Janes seconded; Hopkins made the motion to approve the Corrections bills - $29,998.51 - DeArvil seconded; Saunders made the motion to approve the OCEMA bills $2,066.38, Huntley seconded; for a total of $48,547.70, motion carried on all. Huntley made the motion to approve the Building and Grounds bills - $15,940.90, Colbert seconded, motion carried. The Coroner's bills were then presented for approval. DeArvil made the motion to pay $3,862.53, Janes seconded, motion carried. An IT bill in the amount of $3,500.00 from Dynamic Horizons for 50 hours 07/12 - 08/07/09 service was presented by Sheriff Beitel, Colbert made the motion to approve, Hopkins seconded, motion carried. There were no Judicial Center bills.

Discussion was held regarding the payment of notary fees for employees. It was felt that this should be taken out of the Insurance fund rather than each individual appropriate budget. It was requested that information regarding the costs be gathered and given to County Administrator McKinley. She will then research this situation further.

Administration, Enforcement & Civil Process
103 Jefferson Street, Oregon, Illinois 61061
Telephone: 815-732-6666
Email: oglesheriff@oglecounty.org

Corrections & Warrants
105 S. 5th Street, P.O. Box 217, Oregon, Illinois 61061
Telephone: 815-732-2135
Website: www.oglecountysheriff.org

It was mentioned that research is being done regarding the IT provisions and the security that is associated with it. With this change in mind, it could possibly generate a savings of $15,000 per year. There would be some one time costs associated with this upgrade, however the security enhancements would far surpass the cost.

4. Coroners Discussion and Comments:

a. Coroner Finch provided the *Death Updates by Category, through August 18, 2009* sheet. Stating there had been 31 deaths. Coroner Finch stated that $3,300.00 of his monthly expenses went towards Autopsy and lab fees. He discussed the situation with the next few months and the unknown number of autopsy. He will keep McKinley informed of this line item.

b. Coroner gave an update on his current budget and the 2010 budget. The 2010 budget shows a 0% increase in salary. He was asked to provide a report on the cost of part time deputy coroners and their hours worked. McKinley stated her appreciation to the Coroner for his cooperation in working on this budget. Finch was asked the status of his vehicles. The green van was purchased in 1995 and has approximately 110,000 miles, his vehicle is about 5 years old and has approximately 35,000 miles. It will be paid off in 2010.

5. Sheriff Discussion and Comments:

a. Sheriff Beitel stated the new computer system allows a more thorough tracking of various stats - providing more information, however there are still a few areas that need to be updated

e. Judicial Center Security:

Sheriff mentioned an issue at the Judicial Center involving increased security. Anyone entering the Judicial Center is required to go through the screening areas. The security levels for some employees vary from those of others. Sheriff stated that all Department heads were encouraged to remind their staff the importance of not allowing other people through the security area on their assigned ID card.

There was discussion held regarding the IT network security concerns. For years this particular area is becoming more insufficient which allows employees to get into the network without a password. These are issues that need to be dealt with. Monitoring of the network needs to be researched and additional security needs to be implemented. The cost for this upgrade has been built into the 2010 budget, but various areas need to be addressed in the immediate future.

b. **FY 2009 Budget:**
Sheriff commented that he is getting closer to where the Finance Committee is requesting that he be for the 2009 budget.
It was asked the status of the natural gas and electricity. M. Mudge continues to evaluate these items. Recently the electric provider was re-evaulated.

Various areas were discussed on the possibility of reducing costs. A meeting with County Board representatives and the Union will need to be scheduled as soon as possible to gather information from both. All training has been cut except for that which is State mandated. Sheriff has and will continue to pay for much of his State training. Sheriff stated that after going through all these reductions and cuts, the only other alternative would be to lay-off employees, which he does not want to do if at all possible.

c. **FY 2010 Budget prep:**
Both Sheriff and McKinley gave possibilities of possible solutions to these cuts. Less holidays, furlough days and pay freezes were mentioned. Janes asked about possible early retirement for those employees that might qualify.

McKinley stated if we could possibly use our maintenance people in other areas such as Focus House, etc. to help reduce costs.

6. **Building & Grounds Discussion and Comments:**

a. **Jail Tour:**
Sheriff apologized for not attending the Jail tour, however during that time he was still involved with the Nuclear Drill. A few County Board members attended and commented on their experience. It gives them a total different and more educated view of the conditions at that location. They all felt that it was extremely important and beneficial to have toured the jail prior to the interviews with the National Institute of Corrections (NIC) Technical Assistant team which have been scheduled for August 25 and 26, 2009.

c. **Focus House - Plumbing Problems:**
Greg Martin explained the plumbing (well pump) situation at the Focus House. It was a problem that needed to be taken care of at the time, therefore he authorized the repair. After further discussion this bill was referred to the Finance Committee for approval.

It was also discussed a possible maintenance plan or direction for maintenance and repair under the Building and Grounds budget. More information and investigation will be handled on this and discussed at a later time.

Martin reported that the roof repairs at the Focus House were being done that day.

a. **Autumn On Parade:**
Sheriff reported that Ringland and Johnson will be cooperating with the AOP Committee during the celebration by moving some of the fencing to help accommodate the visitors.

7. Public Comments:
Saunders asked that everyone try to make as many cuts in spending as possible. She also proposed a donation from each Committee member so that coffee could be provided at the meetings again.

8. September Meeting Date and Time:
Wednesday, September 9, 2009 - 8:00 a.m. at the Sheriff's Office Training Room

9. Adjourn:
There being no further business, Saunders made the motion to adjourn, Huntley seconded, the meeting was adjourned at 9:50 a.m.

Respectfully Submitted,

Ruth Shipman
Executive Secretary